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## **Wisconsin Department of Commerce Division of Safety and Buildings**

### **District Inspector and Service Agent Inspection Electronic Data Interchange Transfer Guidelines**

**Latest Revision Date: 9/14/2006**

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## Process

District inspectors and inspection agencies may submit inspections electronically following these guidelines. A record of inspection for objects regulated by the Wisconsin Department of Commerce, herein State, must be submitted within 30 days of inspection. Submission may be made electronically, batching the inspections into a periodic report, preferably weekly. The report, Inspection Report, is to follow the content and format as laid out in Attachment #1, Inspection Reports, except for submittal in an XML format which must follow the content, but in a format consistent with the requirements specified in Attachment #4, XML Submission Using XML Schema Validation... Submission is via email to [ediinspectionssupport@commerce.state.wi.us](mailto:ediinspectionssupport@commerce.state.wi.us). Please include the words, "Inspection Submission", in the subject line of your submission.

The State will process the submission as soon as possible, with a 1 business day lag limit. It is imperative to do this processing as soon as the data is received in order to avoid overlapping of inspections between the responsibilities of the State and the Service Agent.

The State process verifies information, files verified reports into its database, and, if indicated, prints permits to operate for the customer and requisite billing. Verification is a two step process. In the first step, certain tests are made for validity. Records passing this step are processed to completion. Records failing the validation are placed to a level I or level II exception log, suffixed to each record in the submittal. The level I exception log is then processed on a record by record basis per administrative rules by inspection support staff. The operator may process the level I exception inspection to completion or place it to the level II exception log. Finally records remaining in level II exception with the suffixed level II exception log, Attachment#3, Level II Reporting Suffix, are sent back to the service agent for review and resubmission. Except for XML submission, the file is a tab separated data format suitable for spreadsheet or database processing. The first row contains column names. In the case of XML submission, the returned file is in XML format as submitted, with the level II exception log suffixed to it.

## Validation

This validation process is the matching process of the original submission to the database and assurance that the matched data is sufficiently consistent to warrant update. Exceptions are placed to the level I exception log.

Matching rules:

- Match on *jurisdiction ID* (Commerce tag number)
- Match on submission *location city* to the database *site address city*

The matched record then is analyzed for the following exceptions<sup>a</sup>:

- The submission status is *active* where the database status is *non-existent*
- The submission status is other than *active* and issue PTO is indicated.

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<sup>a</sup> Matching on the jurisdiction ID alone is not sufficient as a matching rule due to the existence of multiple records on jurisdiction ID in the database. Commerce keys its database on Regulated Object ID, an internal sequence number. The jurisdiction ID is a physical tag attached to the boiler for field identification. Unfortunately, there is some minor field duplication.

- The submission object inspection date is more than 3 months prior to the database PTO expiration date and the *(issue) early PTO renewal* field is not affirmative, where the status is active and *can a PTO be issued* is yes. This is a direct to level II exception.
- The fields marked as mandatory in Attachment #1, Inspection Reports, below, are not all correctly filled in. This is a direct to level II exception.
- Certain object data is identification verified<sup>b</sup> when objects are changing status to a non-active state or status of NoAccess. These are identified in the Attachment #1, Inspection Reports fields.
- The submission owner name is less than a 50% match using Commerce's keyword search algorithm
- The submission location name is less than a 25% match using Commerce's keyword search algorithm
- The submission owner address is less than a 25% match using Commerce's keyword search algorithm
- The submission location address is less than a 25% match using Commerce's keyword search algorithm

The regulated object ID on a record match is placed into exception records going to the level 1 exception log<sup>c</sup>.

### **Level I Exception Processing Administrative Rules**

The level I exception log is a record of submitted inspections that could not be fully handled automatically, due to inconsistencies. The inconsistencies need special attention by trained staff to verify the object being updated and to handle special conditions associated with it.

Some records are marked as level II exceptions directly in original processing. Level I exception processing moves them directly without process to the level II exception log. Specifics are not fully defined here, and will be uncovered during original submission processing design.

Level I exception processing is run for two different reasons,

- 1) processing of exceptions from the original submission process
- 2) processing of resubmission of level II exceptions from the service agent.

An original submission:

- Name and address verification - the location name and address is checked for consistency, i.e., it identifies the same name and address, albeit differently stated. If OK, process as if no inconsistency. Otherwise, place on the level II exception log. An owner name and/or address change is to update the database, regardless of change. If the change is a change in owner a unique customer ID is to be associated with the owner, leaving the current customer

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<sup>b</sup> The reported value is verified that it is the same as Commerce database recorded value.

<sup>c</sup> While the jurisdiction ID generally identifies a record uniquely, the regulated object ID is the unique key to the objects in the Dept of Commerce database. Although invalid, there is a minor duplication of the jurisdiction ID in the database. The jurisdiction ID is a physical tag affixed to the object in the field.

ID unchanged, but removed as an association or re-designated as a *former billing relationship* if a fee transaction record references the customer.

- Object identification verification - the object is checked to be the object of the inspection, based on key boiler attributes, such as national board number, manufacturer name, year built, certificate expiration date. If so, correct the database owner name and address and/or the location name and address as appropriate. If the record indicates a transfer of ownership or location, do not change the existing customer or site record, but instead locate the correct record and associate to it or create a new one, as appropriate.
- If this record fails the object identification verification, assume an incorrect jurisdiction ID (tag number) is reported. Attempt to locate the correct ID. If found including verified name and address and object, process the inspection. Mark the level I record as jurisdiction ID corrected, to be written to the level II exception log as a memo item.
- Remaining inconsistencies are exception code written to the level II exception log.

A resubmission:

- Location name and address inconsistency – locate the corrected site and assign to the object or create a new one, as appropriate. If the name and/or address is a correction to the record, simply change the record.
- If the resubmit is due to an early PTO renewal, complete the inspection record, but only issue a PTO if both the *can a certificate be issued* field and *early PTO renewal* indicate it.
- Other exceptions – change the object to the submission attributes. Note that if the resubmission includes a regulated object ID the record to process is this ID. Should the jurisdiction number be different than the database, then it too is to be corrected to the submission.
- If mandatory attributes are still missing on the resubmission, they are to be rejected again to the level II exception log.

## Level II Exception Processing Administrative Rules

The log is updated to add the current database attributes to each record and then sent to the submitting agency for review and resubmission as appropriate.

## Tracking Exception Objects

Level II exceptions are recorded by submission date and later matched to submissions, both original and level II resubmission. Objects not included on a resubmission are reported on the level II exception log. The original inspection date is assigned to the resubmission for recording and PTO renewal purposes.

## Inspection Update

Commerce opens inspection transactions for objects nearing PTO expiration, approximately 90 days prior. These inspection transactions then form the basis for preprinted inspection reports, which are prepared for Commerce inspectors and service agents using them. The returned inspection reports are processed against these inspection records, closing them. If the closing action indicates a follow-up inspection is required, a new inspection transaction is then automatically opened. Should no current inspection report be open, one is created, processing it identical to an existing one.

If a PTO is indicated, an action is taken against the object to issue one along with its incumbent fee. The new PTO expiration date<sup>d</sup> is assigned or the request to issue a PTO is denied as follows:

- ❖ If the inspection date is more than 3 months prior but not more than 6 months prior to the current anniversary expiration date:
  - If the issue early PTO flag IS NOT SET - the inspection is rejected
  - If the issue early PTO flag IS SET - the anniversary date will be moved back 3 months, with expiration set forward by the PTO duration with the following exception.
    - For the purpose of aligning inspections of a customer at the same location, an EDI specified anniversary expiration date may be specified. It will be the new anniversary date with expiration set forward by the PTO duration, providing it is specified and it is within a range of 6 months prior to the current anniversary expiration and 3 months following the inspection date.
- ❖ If the inspection date is done within 3 months prior to OR within 3 months following the current anniversary expiration date:
  - If the issue early PTO flag IS NOT SET - the anniversary date will remain with expiration set forward by the PTO duration.
  - If the issue early PTO flag IS SET - the anniversary date will be set to the inspection date with expiration set forward by the PTO duration with the following exception
    - For the purpose of aligning inspections of a customer at the same location, an EDI specified anniversary expiration date may be specified. It will be the new anniversary date with expiration set forward by the PTO duration, providing it is specified and is within a range of 6 months prior to the current anniversary expiration date and 3 months following the inspection date, but no greater than 3 months following the current anniversary expiration date.
- ❖ If the inspection date is done more than 3 months following the current anniversary expiration date, the anniversary date will be the current inspection date with expiration set forward by the PTO duration with the following exception.
  - For the purpose of aligning inspections of a customer at the same location, an EDI specified PTO expiration date may be specified. It will be the new anniversary date with expiration set forward by the PTO duration, if this date is included and it is within a range of 6 months prior to and to the inspection date.

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<sup>d</sup> The PTO expiration date is also known as the anniversary date in terms of month and day, herein.

## Acknowledgements

1. These guidelines were modeled after the American Insurance Association's Guidelines for Electronic Transfer – Boiler and Pressure Vessel Inspection Data, dated July. They were received from the Hartford Steam Boiler Company.

## Summary of Revisions

### September 14, 2006

- Added new attribute, *central letter action*, to attachment #1 inspection reports. It is for then impending district inspector stand alone inspection reporting system and marked *internal use only*
- Corrected missing XML schema names in attachments #1.

### May 11, 2006

- XML schema names are listed in Attachment #1, Inspection Reports, for the boilers and pressure vessels inspection report, mechanical refrigeration inspection report, and the ammonia storage and gas systems inspection report.
- Added status of exempt pressure vessels less than 12 cu ft in size.
- Ammonia storage and gas system inspection reporting (XML only) is included
- XML elements for an impending district inspector stand alone inspection reporting system are included, but marked *internal use only*. These elements do not apply to other users.
- Reporting of code violations will be changing in XML submission. Changes are included for planning purposes only at this time. See Inspection Report, Orders Subset in Attachment #1, Inspection Reports.
- Changed footnote reporting format largely to report footnotes at the end of each inspection report section as endnotes. Endnotes are reported numerically within each document section starting with the number one (1). Footnotes, that is page directed footnotes are reported alphabetically starting with the letter a within each document section.
- Note that reporting of code violation orders is anticipated in a future release of this document. The change will apply only to XML format submissions.

### March 31, 2006

Corrections for handling in the elevator family of object types

- Operational Speed (Speed down), Working Pressure, and Relief Pressure - these fields are mandatory only for plan review approval related inspections.
- Rated Speed - the rated speed incorrectly listed it as non-mandatory for the dumbwaiter / material lift object types. It is corrected to require as mandatory.

### March 21, 2006

Corrections for handling in the elevator family of object types



Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines

- Valve Sealed (date) - The Commerce database will be revised to default non-hydraulic type drive units to N/A. If submission specifies *no*, an PTO may not be issued.

N/A is an invalid specification for a hydraulic type drive unit with a current contract date on or after 11/1/1964.

This attribute is removed from the stair chair object type

- 5-year Safety / Governor Test (date) - where applicable, the date reported must be within 5 years prior of the inspection date, in order is issue an PTO.
- Hydraulic Test (date) and Status - where applicable, the date reported must be within 1 year prior of the inspection date with a status of *pass*, in order is issue an PTO.

The hydraulic test requirement applies to all hydraulic type drive units.

- Escalator Test (date) and Status - the date reported must be within 1 year prior to the inspection date with a status of *pass*, in order is issue an PTO.

The acceptance date applies as the initial test date.

## Attachment #1, Inspection Reports

### Inspection Report, Boilers and Pressure Vessels

#### Inspection Report - Boilers and Pressure Vessels

Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Exempt	Mandatory Status: Other <sup>2</sup>	Excel Col	XML Submission Notes
Object data	Jurisdiction Number	Jurisdiction Number	Character	12	Yes; begins with letter B or U	Same as status active	Yes; begins with letter B or U	a	
	National Board or Other Number	National Board Number	Character	12				b	Relocated
	NB/Other Number Indicator	National Board Indicator	Character (N or O)	1				c	Relocated
	Owner Number		Numerical	7				d	Relocated to owner section & renamed CUST ID
	Boiler Type	Boiler Type	Standard Terminology	25	Yes	Yes	Yes – for identification verification (Not required for this status in XML submission)	e	Relocated
			Table 2 Central Letter Action						
			Field name	Length	Standard Terminology		Commerce Conversion		
			Central Letter Action						
				20		Inspection Report	IRPT		
						Order Letter 1	ORDR		
						Order Letter 2	ORD2		
						Order Letter 3	ORD3		
			Table 3 Boiler Type						
	Object Type	Object Type	Standard Terminology <sup>a</sup> Table 1, Object type		Yes	Yes	Yes		Applies to XML only

<sup>a</sup> Commerce conversion code only permitted

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Boilers and Pressure Vessels

Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Exempt	Mandatory Status: Other <sup>2</sup>	Excel Col	XML Submission Notes
	PTO Expiration Date / Anniversary Expiration Date <sup>b</sup>	PTO Expiration Date	MM/DD/YYYY	10				f	
	PTO Posted?	PTO Posted	Character (Y or N)	1				g	
	Object Inspection Date	Object Inspection Date	MM/DD/YYYY	10	Yes	Yes	Yes	h	
	Central Letter Action	Central Letter Action	Standard Terminology Table 2 Central Letter Action	20					Internal Use Only
	Type of Inspection	Inspection Type	Character (I or E)	1	Yes	Yes		i	
	Manufacturer Name	Manufacturer	Character	20	Yes	Yes	Yes – for identification verification	j	Relocated
	Year Built	Year Built	YYYY	4				k	Relocated
	Max. Working Pressure Allowed This Inspection	Max Pressure Allowed	Numerical (psi)	6	Yes	Yes		l	Relocated
	Max. Working Pressure Allowed Previous Inspection	Previous Max Pressure Allowed	Numerical (psi)	6				m	Relocated
	Safety Valve Set point	Safety Valve Setpoint	Numerical (psi)	6	Yes	Yes		n	Relocated
	Method of Firing	Firing Method	Standard Terminology Table 4, Method of Firing	15	Yes for boiler	Same as status active		o	Relocated
	Primary Fuel	Primary Fuel	Standard Terminology Table 5, Primary Fuel	25	Yes for boiler	Same as status active		p	Relocated
	Object Use	Object Use	Standard Terminology Table 6, Object Use	30	Yes	Yes		q	Relocated
	Can a PTO be issued?	Can a PTO Be Issued	Character (Y or N)	1	Yes	Do not specify		r	Relocated
	Object re-inspection date (Compliance Date)	Object Reinspection Date	MM/DD/YYYY	10	Defaults to inspection + 30 days if Can a Pto be issued is no	Do not specify	Defaults to inspection + 180 days if status of no access	s	Relocated

<sup>b</sup> This is the current period anticipated expiration date from which the new period expiration date will be formed providing that the *early PTO renewal date* is set to Y(es). In the case of an object without a current PTO, this is the anticipated original PTO starting date. The date range is limited per the Inspection Update section above. However, if the date is outside of those parameters, it is ignored.

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Boilers and Pressure Vessels

Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Exempt	Mandatory Status: Other <sup>2</sup>	Excel Col	XML Submission Notes
	Pressure gauge tested?	Pressure Gauge Tested	Character (Y or N)	1				t	Relocated
	Hydrostatic test?	Pressure Tested	Character (Y or N)	1				u	Relocated
	Hydrostatic test pressure	PSI	Numerical (psi)	6				v	Relocated
	Hydrostatic test date	Pressure Test Date	MM/DD/YYYY	10				w	Relocated
	Conditions <sup>c</sup>	Conditions	Text	4000				x	Relocated
	Requirements	Requirements	Text	4000				y	Relocated
Policy Holder Owner data	CUST ID	Owner Cust ID	Numerical	9					New position of the former Owner Number field. Internal Use Only
	Address ID	Owner Address ID	Numerical	9					Internal Use Only
	Revise Existing <sup>3</sup>	Owner Revise Existing	Character (Y or N)	1					Internal Use Only
	Name	Owner Name	Character	60	Yes	Yes		z	
	Address1	Owner Address1	Character	40	Yes	Yes		aa	
	Address2	Owner Address2	Character	40				ab	
	City	Owner City	Character	30	Yes	Yes		ac	
	State	Owner State	Character	2	Yes	Yes		ad	
	Zip	Owner Zip	Numerical	5	Yes	Yes		ae	
	Zip + 4	Owner Zip4	Numerical	4				af	
	Owner Phone	Owner Phone	Character	14					XML Only
	Owner Email	Owner Email	Character	60					XML Only
	Contact ID	Owner Contact ID	Numerical	9					Internal Use Only
	Contact Name	Owner Contact Name	Character	60					Internal Use Only
Location / User data	Site ID	Site ID	Numerical	9					Internal Use Only

<sup>c</sup> Begin with an exclamation point (!) if needing to alert Commerce staff to special processing need.

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Boilers and Pressure Vessels

Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Exempt	Mandatory Status: Other <sup>2</sup>	Excel Col	XML Submission Notes
	Site Name	Site Name	Character	60					Internal Use Only
	Site Address	Site Address	Character	40					Internal Use Only
	Facility ID	Facility ID	Numerical	9					Internal Use Only
	Revise Existing <sup>4</sup>	Location Revise Existing	Character (Y or N)	1					Internal Use Only
	Name	Location Name	Character	60	Yes	Yes	Yes	ag	
	Address	Location Address1	Character	40	Yes	Yes	Yes	ah	
	Address2	Location Address2	Character	40				ai	
	City	Location City	Character	30	Yes	Yes	Yes	aj	
	County	Location County	Character	25	Yes	Yes	Yes	ak	
	State	Location State	Character	2	Yes	Yes	Yes	al	
	Zip	Location Zip	Numerical	5	Yes	Yes	Yes	am	
	Zip + 4	Location Zip4	Numerical	4				an	
	Access Contact Name	Access Contact Name	Character	60				ao	
	Access Contact Phone Number	Access Contact Phone	Character	14				ap	
	Specific Location in Plant	Location on Property	Character	30				aq	
	Nature of Business	Nature of Business	Character	30				ar	
<b>Insurance Company data</b>	Insurance Company Identifier	Service Agent Identifier	Character	10	Yes – assigned to agency by Commerce	Same as status active	Yes – assigned to agency by Commerce	as	
	Inspector Name	Inspector Name	Character	30	Yes	Yes	Yes	at	
	Inspector State Commission Number	Inspector ID	Character	10	Yes; must hold valid credential	Same as status active	Yes; must hold valid credential	au	
<b>Insurance Co. Proprietary data</b>	Policy Number	Policy Number	Character	10				av	
	Location Number	Location Number	Character	5				aw	
	Inspector Company ID	Inspector Company	Character	6				ax	

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Boilers and Pressure Vessels

Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Exempt	Mandatory Status: Other <sup>2</sup>	Excel Col	XML Submission Notes
		ID							
	Local System ID <sup>5</sup>	Local System ID	Numerical	9	Yes, see note	Yes, see note	Yes, see note		Internal Use Only
	Resubmit Count <sup>6</sup>	Resubmit Count	Numerical	5	Yes, see note	Yes, see note	Yes, see note		Internal Use Only
	Summary Code <sup>7</sup>	Summary Code	Numerical	5	Yes, see note	Yes, see note	Yes, see note		Internal Use Only
	Summary Code Hours <sup>8</sup>	Summary Code Quantity	Numerical	3					Internal Use Only
Additional Object Data	Status	Status	Standard Terminology Table 8, Status	8	Yes	Yes	Yes	ay	
	Early PTO Renewal	Early PTO Renewal	Character (Y or N)	1			Do not specify	az	
	Internal Inspection Date	Internal Inspection Date	MM/DD/YYYY	10	Yes for 1 year boilers (with exception) <sup>9</sup>	Same as status active		ba	
	Safety Valve Capacity	Safety Valve Capacity	Numerical (in lbs/hr)	6	Yes for boiler	Same as status active		bb	
	UPV Capacity	UPV Capacity	Numerical (in cu ft)	6	Yes for UPV	Same as status active		bc	
	UPV Size	UPV Size	Character	6	Yes for UPV	Same as status active		bd	
	UPV Size Type	UPV Size Type	Standard Terminology Table 9, UPV Size Type	20	Yes for UPV	Same as status active		be	
	Boiler Capacity	Boiler Capacity	Numerical	6	Yes for boiler	Same as status active		bf	
	Boiler Capacity Type	Boiler Capacity Type	Standard Terminology Table 10, Boiler Capacity Type	15	Yes for boiler	Same as status active		bg	
	Orders	Orders	Order Inspection Report, Orders Subset						

**Boilers and Pressure Vessels Section Notes**

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Boilers and Pressure Vessels

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<sup>1</sup> XML schema element and attribute names are listed in a neat, proper case, style for effect. The XML schema requires a well formed submittal requiring 1) white space between words in the name is replaced with an underscore character (\_), and 2) the names are in lower case characters only.

<sup>2</sup> Mandatory fields where the status code is other than Active or Exempt. This includes Inactive, Nonexist, and NoAccess

<sup>3</sup> Specify Y (yes) if also specifying CUST ID, Address ID, and Contact ID (if applicable) and the name and address modification applies to that specific set of records. Specify N or leave blank if modification is for another or new record.

<sup>4</sup> Specify Y (yes) if also specifying Site ID and/or Facility ID and name and address modification applies to that specific set of records. Specify N or leave blank if modification is for another or new record.

<sup>5</sup> This is the local systems inspection record identifier. It is used in reporting processing acknowledgements back to that system.

<sup>6</sup> Resubmit count applies only to submitters using the Commerce Safety and Buildings Commerce Operations for Reporting Governmental Inspections System. It manages the re-reporting of inspections that were previously rejected.

<sup>7</sup> This is a required entry only for State of Wisconsin district inspectors. This is the fee code for the inspection.

<sup>8</sup> Applicable to *summary codes* that specify an hourly rate. Specify hours; default 1.

<sup>9</sup> One year boilers are defined as boilers of object use types, power, process steam or steam heat where the safety valve set point exceeds 15 lbs, or object use of hot water heat where the safety valve set exceeds 160 lbs, or object use of high temperature hot water heat. Boilers that do not permit internal inspection may bypass this requirement if so noted in the conditions.

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Mechanical Refrigeration

### Inspection Report, Mechanical Refrigeration

Inspection Report - Mechanical Refrigeration									
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Exempt	Mandatory Status: Other <sup>2</sup>	Excel Col	XML Submission No
<b>Object data</b>	Jurisdiction Number	Jurisdiction Number	Character	12	Yes; Begins with letter R	Same as status active	Yes; Begins with letter R	a	
	Manufacturer ID	National Board Number	Character	12				b	Relocated
	Filler	National Board Indicator	Null	1				c	
	Owner Number		Character	7				d	Relocated to owner section renamed CUST ID
	Filler	Boiler Type	Standard Terminology	25				e	
	Object Type	Object Type	Standard Terminology <sup>a</sup> Table 1, Object type		Yes	Yes	Yes		Applies to XML only
	PTO Expiration Date / Anniversary Expiration Date <sup>3</sup>	PTO Expiration Date	MM/DD/YYYY	10				f	
	PTO Posted?	PTO Posted	Character (Y or N)	1				g	
	Object Inspection Date	Object Inspection Date	MM/DD/YYYY	10	Yes	Yes	Yes	h	
	Type of Inspection	Inspection Type	Character (I or E)	1	Yes	Yes		i	
	Central Letter Action	Central Letter Action	Standard Terminology <sup>a</sup> Table 2 Central Letter Action	20					Internal Use Only
	Manufacturer Name	Manufacturer	Character	20	Yes	Yes	Yes – for identification verification	j	Relocated
	Year Built	Year Built	YYYY	4				k	Relocated
	Max. Working Pressure Allowed This Inspection	Max Pressure Allowed	Numerical (psi)	6	Yes	Yes		l	Relocated
	Max. Working Pressure Allowed Previous	Previous Max Pressure Allowed	Numerical (psi)	6				m	Relocated

<sup>a</sup> Commerce conversion code only permitted



Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Mechanical Refrigeration

Inspection Report - Mechanical Refrigeration									
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Exempt	Mandatory Status: Other <sup>2</sup>	Excel Col	XML Submission Note
	Inspection								
	Safety Valve Set point	Safety Valve Setpoint	Numerical (psi)	6	Yes	Yes		n	Relocated
	Filler		Null	15				o	
	Filler		Null	25				p	
	Filler		Null	30				q	
	Can a PTO be issued?	Can a PTO Be Issued	Character (Y or N)	1	Yes	Do not specify <sup>4</sup>		r	
	Object re-inspection date (Compliance Date)	Object Reinspection Date	MM/DD/YYYY	10	Defaults to inspection + 30 days if Can a Pto be issued is no	Do not specify	Defaults to inspection + 180 days if status of no access	s	
	Filler		Null	1				t	
	Pressure tested?	Pressure Tested	Character (Y or N)	1				u	Relocated
	PSI	PSI	Numerical	6				v	Relocated
	Pressure test date	Pressure Test Date	MM/DD/YYYY	10				w	Relocated
	Conditions <sup>b</sup>	Conditions	Text	255				x	
	Requirements	Requirements	Text	255				y	
<b>Policy Holder Owner data</b>	CUST ID	Owner Cust ID	Numerical	9					New position of the former Owner Number field. Internal Use Only
	Address ID	Owner Address ID	Numerical	9					Internal Use Only
	Revise Existing <sup>5</sup>	Owner Revise Existing	Character (Y or N)	1					Internal Use Only
	Name	Owner Name	Character	60	Yes	Yes		z	
	Address1	Owner Address1	Character	40	Yes	Yes		aa	
	Address2	Owner Address2	Character	40				ab	

<sup>b</sup> Begin with an exclamation point (!) if needing to alert Commerce staff to special processing need.

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Mechanical Refrigeration

Inspection Report - Mechanical Refrigeration									
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Exempt	Mandatory Status: Other <sup>2</sup>	Excel Col	XML Submission No
	City	Owner City	Character	30	Yes	Yes		ac	
	State	Owner State	Character	2	Yes	Yes		ad	
	Zip	Owner Zip	Numerical	5	Yes	Yes		ae	
	Zip + 4	Owner Zip4	Numerical	4				af	
	Owner Phone	Owner Phone	Character	14					XML Only
	Owner Email	Owner Email	Character	60					XML Only
	Contact ID	Owner Contact ID	Numerical	9					Internal Use Only
	Contact Name	Owner Contact Name	Character	60					Internal Use Only
Site data	Site ID	Site ID	Numerical	9					Internal Use Only
	Site Name	Site Name	Character	60					Internal Use Only
	Site Address	Site Address	Character	40					Internal Use Only
Location / User data	Facility ID	Facility ID	Numerical	9					Internal Use Only
	Revise Existing <sup>6</sup>	Location Revise Existing	Character (Y or N)	1					Internal Use Only
	Name	Location Name	Character	60	Yes	Yes	Yes	ag	
	Address	Location Address1	Character	40	Yes	Yes	Yes	ah	
	Address2	Location Address2	Character	40				ai	
	City	Location City	Character	30	Yes	Yes	Yes	aj	
	County	Location County	Character	25	Yes	Yes	Yes	ak	
	State	Location State	Character	2	Yes	Yes	Yes	al	
	Zip	Location Zip	Numerical	5	Yes	Yes	Yes	am	
	Zip + 4	Location Zip4	Numerical	4				an	
	Contact Name	Access Contact Name	Character	60				ao	
	Contact Phone Number	Access Contact Phone	Character	14				ap	
	Specific Location in Plant	Location on Property	Character	30				aq	
	Nature of Business	Nature of Business	Character	30				ar	

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Mechanical Refrigeration

Inspection Report - Mechanical Refrigeration									
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Exempt	Mandatory Status: Other <sup>2</sup>	Excel Col	XML Submission No
Insurance Company data	Insurance Company Identifier	Service Agent Identifier	Character	10	Yes – assigned to agency by Commerce	Same as status active	Yes – assigned to agency by Commerce	as	
	Inspector Name	Inspector Name	Character	30	Yes	Yes	Yes	at	
	Inspector State Commission Number	Inspector ID	Character	10	Yes; must hold valid credential	Same as status active	Yes; must hold valid credential	au	
Insurance Co. Proprietary data	Policy Number	Policy Number	Character	10				av	
	Location Number	Location Number	Character	5				aw	
	Inspector Company ID	Inspector Company ID	Character	6				ax	
	Local System ID <sup>7</sup>	Local System ID	Numerical	9	Yes, see note	Yes, see note	Yes, see note		Internal Use Only
	Resubmit Count <sup>8</sup>	Resubmit Count	Numerical	5	Yes, see note	Yes, see note	Yes, see note		Internal Use Only
	Summary Code <sup>9</sup>	Summary Code	Numerical	5	Yes, see note	Yes, see note	Yes, see note		Internal Use Only
	Summary Code Hours <sup>10</sup>	Summary Code Quantity	Numerical	3					Internal Use Only
Additional Object Data	Status	Status	Standard Terminology Table 8, Status	8	Yes	Yes	Yes	ay	
	Early PTO Renewal	Early PTO Renewal	Character (Y or N)	1		Do not specify		az	
	Filler		Null	10				ba	
	Safety Valve Capacity	Safety Valve Capacity	Numerical (psi)	6				bb	
	Filler		Null	6				bc	
	Filler		Null	6				bd	
	Filler		Null	20				be	
	Filler		Null	6				bf	
	Filler		Null	15				bg	
	Refrigerant Type	Refrigerant Type	Standard Terminology Table 19, Refrigerant Type	10	Yes	Yes		bh	

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Mechanical Refrigeration

Inspection Report - Mechanical Refrigeration									
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Exempt	Mandatory Status: Other <sup>2</sup>	Excel Col	XML Submission No
	Safety Group	Safety Group	Standard Terminology Table 20, Safety Group	2	Yes	Yes		bi	
	Refrigerant	Refrigerant	Numerical (in lbs)	6	Yes	Yes		bj	
	Refrigerant Capacity	Refrigerant Capacity	Numerical (in tons)	6	Yes	Yes		bk	
	Orders	Orders	Order Inspection Report, Orders Subset						

**Mechanical Refrigeration Section Notes**

<sup>1</sup> XML schema element and attribute names are listed in a neat, proper case, style for effect. The XML schema requires a well formed submittal requiring 1) white space between words in the name is replaced with an underscore character (\_), and 2) the names are in lower case characters only.

<sup>2</sup> Mandatory fields where the status code is other than Active and Exempt. This includes Inactive, Nonexist, and NoAccess.

<sup>3</sup> See section note for same field in Inspection Report, Boilers and Pressure Vessels

<sup>4</sup> An PTO is not issued for an object of status exempt. If the object is put on (PTO) hold, the status to be reported is active. Status of exempt is to be specified for a qualifying compliant object inspection where PTO issuance is indicated.

<sup>5</sup> Specify Y (yes) if also specifying CUST ID, Address ID, and Contact ID (if applicable) and the name and address modification applies to that specific set of records. Specify N or leave blank if modification is for another or new record.

<sup>6</sup> Specify Y (yes) if also specifying Site ID and/or Facility ID and name and address modification applies to that specific set of records. Specify N or leave blank if modification is for another or new record.

<sup>7</sup> This is the local systems inspection record identifier. It is used in reporting processing acknowledgements back to that system.

<sup>8</sup> Resubmit count applies only to submitters using the Commerce Safety and Buildings System Workload Inspection Management System. It manages the re-reporting of inspections that were previously rejected.

<sup>9</sup> This is a required entry only for State of Wisconsin district inspectors. This is the fee code for the inspection.

<sup>10</sup> Applicable to *summary codes* that specify an hourly rate. Specify hours; default 1.

### Inspection Report, Elevator Family of Objects

Submission is in XML format only.

Inspection Report - Elevator Family of Objects						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
<b>Basic Object Data</b>	Regulated Object ID	Reg Object ID	Numerical	9	Yes	Yes
	Jurisdiction Number	Jurisdiction Number	Character	12		
	Status	Status	Standard Terminology Table 8, Status	8	Yes	Yes
	Object Type	Object Type	Standard Terminology Table 1, Object type	25	Yes	Yes
	Plan Review Inspection	Plan Review Inspection	Character (Y or N)	1		
	PTO Expiration Date / Anniversary Expiration Date <sup>2</sup>	PTO Expiration Date	MM/DD/YYYY	10	Yes	Yes
	PTO Posted?	PTO Posted	Character (Y or N)	1		
	Object Inspection Date	Object Inspection Date	MM/DD/YYYY	10	Yes	Yes
	Central Letter Action	Central Letter Action	Standard Terminology <sup>a</sup> Table 2 Central Letter Action	20		
<b>Policy Holder Owner data</b>	Owner ID	Owner Cust ID	Numerical	9		Internal Use Only
	Address ID	Owner Address ID	Numerical	9		Internal Use Only
	Revise Existing <sup>3</sup>	Owner Revise Existing	Character (Y or N)	1		Internal Use Only
	Name	Owner Name	Character	60	Yes	
	Address1	Owner Address1	Character	40	Yes	
	Address2	Owner Address2	Character	40		
	City	Owner City	Character	30	Yes	
	State	Owner State	Character	2	Yes	

<sup>a</sup> Commerce conversion code only permitted

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Elevator Family of Objects

Inspection Report - Elevator Family of Objects						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
	Zip	Owner Zip	Numerical	5	Yes	
	Zip + 4	Owner Zip4	Numerical	4		
	Owner Phone	Owner Phone	Character	14		
	Owner Email	Contact Email Address	Character	60		
	Contact ID	Owner Contact ID	Numerical	9		Internal Use Only
	Contact Name	Owner Contact Name	Character	60		Internal Use Only
<b>Site data</b>	Site ID	Site ID	Numerical	9		Internal Use Only
	Site Name	Site Name	Character	60		Internal Use Only
	Site Address	Site Address	Character	40		Internal Use Only
<b>Location / User data</b>	Facility ID	Facility ID	Numerical	9		Internal Use Only
	Revise Existing <sup>4</sup>	Location Revise Existing	Character (Y or N)	1		Internal Use Only
	Name	Location Name	Character	60	Yes	Yes
	Address	Location Address1	Character	40	Yes	Yes
	Address2	Location Address2	Character	40		
	City	Location City	Character	30	Yes	Yes
	County	Location County	Character	25	Yes	Yes
	State	Location State	Character	2	Yes	Yes
	Zip	Location Zip	Numerical	5	Yes	Yes
	Zip + 4	Location Zip4	Numerical	4		
	Access Contact Name	Contact	Character	60		
	Access Contact Phone Number	Contact Phone	Character	14		
	Specific Location in Plant	Location on Property	Character	30		
	Nature of Business	Nature of Business	Character	30		
<b>Agency Company</b>	Agency Company Identifier	Service Agent Identifier	Character	10	Yes – assigned to agency by	Yes – assigned to agency by Commerce

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Elevator Family of Objects

Inspection Report - Elevator Family of Objects						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
<b>data</b>					Commerce	
	Inspector Name	Inspector Name	Character	30	Yes	Yes
	Inspector State Commission Number	Inspector ID	Character	10	Yes; must hold valid credential	Yes; must hold valid credential
<b>Agency. Proprietary data</b>	Policy Number	Policy Number	Character	10		
	Location Number	Location Number	Character	5		
	Inspector Company ID	Inspector Company ID	Character	6		
	Local System ID <sup>5</sup>	Local System ID <sup>6</sup>	Numerical	9	Yes, see note	Yes, see note
	Resubmit Count <sup>7</sup>	Resubmit Count <sup>8</sup>	Numerical	5	Yes, see note	Yes, see note
	Summary Code <sup>9</sup>	Summary Code	Numerical	5	Yes, see note	Yes, see note
	Summary Code Hours <sup>10</sup>	Summary Code Quantity	Numerical	3		
Elevator						
<b>Object Data</b>	(Code change applies) Contract Date	Code Applies, Contract Date	MM/DD/YYYY	10	Note <sup>11</sup>	
	(Code change applies) Description of work	Code Applies, Desc of Work	Character	200	Note <sup>11</sup>	
	Can a PTO be Issued	Can a PTO be Issued	Character (Y or N)	1	Yes	
	Object re-inspection date (Compliance Date)	Object reinspection date	MM/DD/YYYY	10	Defaults to inspection + 30 days if Can a PTO be issued is no	Defaults to inspection + 180 days if status of no access
	Early PTO Renewal	Early PTO Renewal	Character (Y or N)	1		
	Conditions <sup>b</sup>	Conditions	Character	4000		
	Requirements	Requirements	Character	4000		

<sup>b</sup> Begin with an exclamation point (!) if needing to alert Commerce staff to special processing need.

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Elevator Family of Objects

Inspection Report - Elevator Family of Objects						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
	Object Use	Object Use	Standard Terminology Table 6, Object Use	30	Yes	
	Rated Load	Rated Load	Numerical (lbs)	8	Yes	
	Manufacturer	Manufacturer	Standard Terminology <sup>12</sup> Table 11, Manufacturer	40	Yes	
	Operational Speed (Speed down)	Operating Speed	Numerical (ft/min)	8	Yes <sup>13</sup>	
	Rated Speed (Speed up)	Rated Speed	Numerical (ft/min)	8	Yes	
	Number of Landings	Number of Landings	Numerical	3	Yes	
	Number of Entrances	Number of Car Entrances	Numerical	8	Yes	
	Number of Ropes	Number of Ropes	Numerical	2	Yes <sup>14</sup>	
	Size of Ropes	Size of Ropes	Standard Terminology Table 13, Size of Ropes / Size of Chains	8	Yes <sup>14</sup>	
	Suspension Means	Suspension Means	Standard Terminology Table 14, Suspension Means	30		
	Type of Drive	Type of Drive	Standard Terminology Table 12, Type of Drive	20	Yes	
	Number of Chains	Number of Chains	Numerical	2	Yes <sup>15</sup>	
	Size of Chains	Size of Chains	Standard Terminology Table 13, Size of Ropes / Size of Chains	6	Yes <sup>15</sup>	
	Working Pressure	Working Pressure	Numerical (psi)	4	Yes <sup>16 13</sup>	
	Relief Pressure	Relief Pressure	Numerical (psi)	4	Yes <sup>16 13</sup>	
	Fire Service	Fire Service	Standard Terminology Table 7, Fire Service	25	Yes	
	Valve Sealed	Valve Sealed	Standard Terminology Table 15, Valve Sealed	3	Yes <sup>16</sup>	
	5-Yr Safety / Governor Test	Safety Gov 5 Year Test Date	MM/DD/YY	10	Yes <sup>22 17</sup>	



Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Elevator Family of Objects

Inspection Report - Elevator Family of Objects						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
	Hydraulic Test	Hydraulic Test Date	MM/DD/YY	10	Note <sup>18 19</sup>	
	Hydraulic Test Status	Hydraulic Test Status	Standard Terminology Table 16, Hydraulic / Escalator Test Status	4	Note <sup>18</sup>	
	Filler		Null	10		
	Filler		Null	4		
	Plan Review Submittal Type	Plan Review Submittal Type	Standard Terminology Table 17, Plan Review Submittal Type	20	Yes <sup>20</sup>	
	Complete PTO Inspection	Complete PTO Inspection	Standard Terminology Table 18, Complete PTO Inspection	30	Yes <sup>21</sup>	
	Orders	Orders	Order Inspection Report, Orders Subset			
Dumbwaiter / Material Lift						
Object Data	(Code change applies) Contract Date	Code Applies, Contract Date	MM/DD/YYYY	10	Note <sup>11</sup>	
	(Code change applies) Description of work	Code Applies, Desc of Work	Character	200	Note <sup>11</sup>	
	Can a PTO be Issued	Can a PTO be Issued	Character (Y or N)	1	Yes	
	Object re-inspection date (Compliance Date)	Object reinspection date	MM/DD/YYYY	10	Defaults to inspection + 30 days if Can a Pto be issued is no	Defaults to inspection + 180 days if status of no access
	Early PTO Renewal	Early PTO Renewal	Character (Y or N)	1		
	Conditions	Conditions	Character	4000		
	Requirements	Requirements	Character	4000		
	Object Use	Object Use	Standard Terminology Table 6, Object Use	30	Yes	
	Rated Load	Rated Load	Numerical (lbs)	8	Yes	

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Elevator Family of Objects

Inspection Report - Elevator Family of Objects						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
	Manufacturer	Manufacturer	Standard Terminology <sup>12</sup> Table 11, Manufacturer	40	No	
	Operational Speed	Operating Speed	Numerical (ft/min)	8	Yes <sup>13</sup>	
	Rated Speed	Rated Speed	Numerical (ft/min)	8	Yes	
	Number of Landings	Number of Landings	Numerical	3	Yes	
	Number of Entrances	Number of Car Entrances	Numerical	3	Yes	
	Number of Ropes	Number of Ropes	Numerical	2	Yes <sup>14</sup>	
	Size of Ropes	Size of Ropes	Standard Terminology Table 13, Size of Ropes / Size of Chains	8	Yes <sup>14</sup>	
	Suspension Means	Suspension Means	Standard Terminology Table 14, Suspension Means	30		
	Type of Drive Unit	Type of Drive	Standard Terminology Table 12, Type of Drive	20	Yes	
	Filler		Null	2		
	Size of Chains	Size of Chains	Character	6	Yes <sup>15</sup>	
	Working Pressure	Working Pressure	Numerical (psi)	4	Yes <sup>16 13</sup>	
	Relief Pressure	Relief Pressure	Numerical (psi)	4	Yes <sup>16 13</sup>	
	Filler		Null	5		
	Valve Sealed	Valve Sealed	Standard Terminology Table 15, Valve Sealed	3	Yes <sup>16</sup>	
	5-Yr Safety / Governor Test	Safety Gov 5 Year Test Date	MM/DD/YY	10	Yes <sup>22 17</sup>	
	Hydraulic Test	Hydraulic Test Date	MM/DD/YY	10	Note <sup>18 19</sup>	
	Hydraulic Test Status	Hydraulic Test Status	Standard Terminology Table 16, Hydraulic / Escalator Test Status	4	Note <sup>18</sup>	
	Filler		Null	10		
	Filler		Null	4		

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Elevator Family of Objects

Inspection Report - Elevator Family of Objects						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
	Plan Review Submittal Type	Plan Review Submittal Type	Standard Terminology Table 17, Plan Review Submittal Type	20	Yes <sup>20</sup>	
	Complete PTO Inspection	Complete PTO Inspection	Standard Terminology Table 18, Complete PTO Inspection	30	Yes <sup>21</sup>	
	Orders	Orders	Order Inspection Report, Orders Subset			
Lift (Vertical / Inclined)						
Object Data	(Code change applies) Contract Date	Code Applies, Contract Date	MM/DD/YYYY	10	Note <sup>11</sup>	
	(Code change applies) Description of work	Code Applies, Desc of Work	Character	200	Note <sup>11</sup>	
	Can a PTO be Issued	Can a PTO be Issued	Character (Y or N)	1	Yes	
	Object re-inspection date (Compliance Date)	Object reinspection date	MM/DD/YYYY	10	Defaults to inspection + 30 days if Can a Pto be issued is no	Defaults to inspection + 180 days if status of no access
	Early PTO Renewal	Early PTO Renewal	Character (Y or N)	1		
	Conditions	Conditions	Character	4000		
	Requirements	Requirements	Character	4000		
	Object Use	Object Use	Standard Terminology Table 6, Object Use	30	Yes	
	Rated Load	Rated Load	Numerical (lbs)	8	Yes	
	Manufacturer	Manufacturer	Standard Terminology <sup>12</sup> Table 11, Manufacturer	40	Yes	
	Operational Speed	Operating Speed	Numerical (ft/min)	8	Yes <sup>13</sup>	
	Rated Speed	Rated Speed	Numerical (ft/min)	8	Yes	
	Number of landings	Number of Landings	Numerical	3	Yes	

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Elevator Family of Objects

Inspection Report - Elevator Family of Objects						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
	Number of Entrances	Number of Car Entrances	Numerical	3	Yes	
	Number of Ropes	Number of Ropes	Numerical	2	Yes <sup>23</sup>	
	Size of Ropes	Size of Ropes	Standard Terminology Table 13, Size of Ropes / Size of Chains	8	Yes <sup>23</sup>	
	Suspension Means	Suspension Means	Standard Terminology Table 14, Suspension Means	30		
	Type of Drive	Type of Drive	Standard Terminology Table 12, Type of Drive	20	Yes	
	Filler		Null	2		
	Size of Chains	Size of Chains	Character	6	Yes <sup>24</sup>	
	Working Pressure	Working Pressure	Numerical (psi)	4	Yes <sup>16 13</sup>	
	Relief Pressure	Relief Pressure	Numerical (psi)	4	Yes <sup>16 13</sup>	
	Filler		Null	5		
	Valve Sealed	Valve Sealed	Standard Terminology Table 15, Valve Sealed	3	Yes <sup>16</sup>	
	5-Yr Safety / Governor Test	Safety Gov 5 Year Test Date	MM/DD/YY	10	Yes <sup>22 17</sup>	
	Hydraulic Test	Hydraulic Test Date	MM/DD/YY	10	Note <sup>18 19</sup>	
	Hydraulic Test Status	Hydraulic Test Status	Standard Terminology Table 16, Hydraulic / Escalator Test Status	4	Note <sup>18</sup>	
	Filler		Null	10		
	Filler		Null	4		
	Plan Review Submittal Type	Plan Review Submittal Type	Standard Terminology Table 17, Plan Review Submittal Type	20	Yes <sup>20</sup>	
	Complete PTO Inspection	Complete PTO Inspection	Standard Terminology Table 18, Complete PTO Inspection	30	Yes <sup>21</sup>	

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Elevator Family of Objects

Inspection Report - Elevator Family of Objects						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
	Orders	Orders	Order Inspection Report, Orders Subset			
Stair Chair						
Object Data	(Code change applies) Contract Date	Code Applies, Contract Date	MM/DD/YYYY	10	Note <sup>11</sup>	
	(Code change applies) Description of work	Code Applies, Desc of Work	Character	200	Note <sup>11</sup>	
	Can a PTO be Issued	Can a PTO be Issued	Character (Y or N)	1	Yes	
	Object re-inspection date (Compliance Date)	Object reinspection date	MM/DD/YYYY	10	Defaults to inspection + 30 days if Can a Pto be issued is no	Defaults to inspection + 180 days if status of no access
	Early PTO Renewal	Early PTO Renewal	Character (Y or N)	1		
	Conditions	Conditions	Character	4000		
	Requirements	Requirements	Character	4000		
	Filler		Null			
	Rated Load	Rated Load	Numerical (lbs)	8	Yes	
	Manufacturer	Manufacturer	Standard Terminology <sup>12</sup> Table 11, Manufacturer	40	Yes	
	Operational Speed	Operating Speed	Numerical (ft/min)	8	Yes <sup>13</sup>	
	Rated Speed	Rated Speed	Numerical (ft/min)	8	Yes	
	Number of Landings	Number of Landings	Numerical	3	No	
	Number of Entrances	Number of Car Entrances	Numerical	3	No	
	Number of Ropes	Number of Ropes	Numerical	2	Yes	
	Size of Ropes	Size of Ropes	Standard Terminology Table 13, Size of Ropes / Size of Chains	8	Yes	
	Suspension Means	Suspension Means	Standard Terminology Table 14, Suspension	30		

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Elevator Family of Objects

Inspection Report - Elevator Family of Objects						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
			Means			
	Type of Drive	Type of Drive	Standard Terminology Table 12, Type of Drive	20	Yes	
	Filler		Null	2		
	Filler		Null	6		
	Working Pressure	Working Pressure	Numerical (psi)	4	Yes <sup>16 13</sup>	
	Relief Pressure	Relief Pressure	Numerical (psi)	4	Yes <sup>16 13</sup>	
	Filler		Null	5		
	Valve Sealed	Valve Sealed	Standard Terminology Table 15, Valve Sealed	3	Yes <sup>16</sup>	
	5-Yr Safety / Governor Test	Safety Gov 5 Year Test Date	MM/DD/YY	10	Yes <sup>22 17</sup>	
	Filler		Null	10		
	Filler		Null	4		
	Filler		Null	10		
	Filler		Null	4		
	Plan Review Submittal Type	Plan Review Submittal Type	Standard Terminology Table 17, Plan Review Submittal Type	20	Yes <sup>20</sup>	
	Complete PTO Inspection	Complete PTO Inspection	Standard Terminology Table 18, Complete PTO Inspection	30	Yes <sup>21</sup>	
	Orders	Orders	Order Inspection Report, Orders Subset			
Moving Stair - Walk						
Object Data	(Code change applies) Contract Date	Code Applies, Contract Date	MM/DD/YYYY	10	Note <sup>11</sup>	
	(Code change applies) Description of work	Code Applies, Desc of Work	Character	200	Note <sup>11</sup>	
	Can a PTO be Issued	Can a PTO be Issued	Character (Y or N)	1	Yes	

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Elevator Family of Objects

Inspection Report - Elevator Family of Objects						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
	Object re-inspection date (Compliance Date)	Object reinspection date	MM/DD/YYYY	10	Defaults to inspection + 30 days if Can a Pto be issued is no	Defaults to inspection + 180 days if status of no access
	Early PTO Renewal	Early PTO Renewal	Character (Y or N)	1		
	Conditions	Conditions	Character	4000		
	Requirements	Requirements	Character	4000		
	Object Use	Object Use	Standard Terminology Table 6, Object Use	30	Yes	
	Rated Load	Rated Load	Numerical (lbs)	8	Yes	
	Manufacturer	Manufacturer	Standard Terminology <sup>12</sup> Table 11, Manufacturer	40	Yes	
	Filler		Null	8		
	Rated Speed	Rated Speed	Numerical (ft/min)	8	Yes	
	Filler		Null	3		
	Filler		Null	3		
	Filler		Null	2		
	Filler		Null	8		
	Suspension Means	Suspension Means	Standard Terminology Table 14, Suspension Means	30		
	Type of Drive	Type of Drive	Standard Terminology Table 12, Type of Drive	20	Yes	
	Filler		Null	2		
	Size of Chains	Size of Chains	Character	6	No	
	Filler		Null	4		
	Filler		Null	4		
	Filler		Null	5		

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Inspection Report - Elevator Family of Objects						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
	Filler		Null	3		
	Filler		Null	10		
	Filler		Null	10		
	Filler		Null	4		
	Escalator Test	Escalator Test Date	MM/DD/YY	10	Note <sup>25 19</sup>	.
	Escalator Test Status	Escalator Test Status	Standard Terminology Table 16, Hydraulic / Escalator Test Status	4	Note <sup>25</sup>	
	Plan Review Submittal Type	Plan Review Submittal Type	Standard Terminology Table 17, Plan Review Submittal Type	20	Yes <sup>20</sup>	
	Complete PTO Inspection	Complete PTO Inspection	Standard Terminology Table 18, Complete PTO Inspection	30	Yes <sup>21</sup>	
	Orders	Orders	Order Inspection Report, Orders Subset			

#### Elevators Section Notes

<sup>1</sup> XML schema element and attribute names are listed in a neat, proper case, style for effect. The XML schema requires a well formed submittal requiring 1) white space between words in the name is replaced with an underscore character (\_), and 2) the names are in lower case characters only.

<sup>2</sup> This is the current period anticipated expiration date from which the new period expiration date will be formed providing that the *early PTO renewal date* is set to Y(es). In the case of an object without a current PTO, this is the anticipated original PTO starting date. The date range is limited per the Inspection Update section above. However, if the date is outside of those parameters, it is ignored.

<sup>3</sup> Specify Y (yes) if also specifying CUST ID, Address ID, and Contact ID (if applicable) and the name and address modification applies to that specific set of records. Specify N or leave blank if modification is for another or new record.

<sup>4</sup> Specify Y (yes) if also specifying Site ID and/or Facility ID and name and address modification applies to that specific set of records. Specify N or leave blank if modification is for another or new record.

<sup>5</sup> This is the local systems inspection record identifier. It is used in reporting processing acknowledgements back to that system.



Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Elevator Family of Objects

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<sup>6</sup> This is the local systems inspection record identifier. It is used in reporting processing acknowledgements back to that system.

<sup>7</sup> Resubmit count applies only to submitters using the Commerce Safety and Buildings System Workload Inspection Management System. It manages the re-reporting of inspections that were previously rejected.

<sup>8</sup> Resubmit count applies only to submitters using the Commerce Safety and Buildings System Workload Inspection Management System. It manages the re-reporting of inspections that were previously rejected.

<sup>9</sup> This is a required entry only for State of Wisconsin district inspectors. This is the fee code for the inspection.

<sup>10</sup> Applicable to *summary codes* that specify an hourly rate. Specify hours; default 1.

<sup>11</sup> The contract date is for specification of identifying the code that applies to a change being approved. The description of work is required if specifying the contract date.

<sup>12</sup> The manufacturer name as standard terminology is optional. The value, if not standard terminology, is stored to the database record as is.

<sup>13</sup> Mandatory only for plan review approval related inspections

<sup>14</sup> **ONLY** for roped hydraulic, traction and winding drum

<sup>15</sup> Chained hydraulic **ONLY**

<sup>16</sup> **ONLY** For direct hydraulic, roped hydraulic and chained hydraulic

<sup>17</sup> If the date reported is more than 5-years to the day prior to the inspection date, an PTO may not be issued. Specify *N* to the *can a PTO be issued* attribute.

<sup>18</sup> **ONLY** for direct hydraulic, roped hydraulic and chained hydraulic with a contract date prior to 1/1/1975

<sup>19</sup> If the date reported is more than 1-year to the day prior to the inspection date, an PTO may not be issued. Specify *N* to the *can a PTO be issued* attribute.

<sup>20</sup> **ONLY** for VAA

<sup>21</sup> **Complete PTO Inspection -**

This field applies to and is only required, mandatory, where the plan review submittal type is alteration/remodel or emergency repair.

Mark yes (Y) if this is a complete object inspection, regardless if a new PTO is to be issued. If a PTO is to be issued (issue PTO is also marked yes), we will charge the customer the applicable PTO fee. Otherwise the inspection will be marked as not approved with orders. **No PTO will be issued**

Mark plan review only approved (A) if this is a plan review inspection only approving the work completion. **No PTO will be issued.**

Mark plan review only not approved (N) if this is a plan review inspection only with orders, not approving the work completion. **No PTO will be issued.**

<sup>22</sup> **ONLY** for Traction, Winding Drum, Roped Hydraulics, Chained Hydraulic & Chain Electric

<sup>23</sup> **ONLY** for Roped Hydraulics & Winding Drum

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Elevator Family of Objects

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<sup>24</sup> **ONLY** Chained Hydraulic & Electric Chain

<sup>25</sup> **ONLY** for escalators

### Inspection Report, Ammonia Storage and Gas Systems

Submission is in XML format only.

Inspection Report - Ammonia Storage Systems and Gas Systems						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
<b>Basic Object Data</b>	Regulated Object ID	Reg Object ID	Numerical	9	Yes	Yes
	Jurisdiction Number	Jurisdiction Number	Character	12		
	Object Type	Object Type	Standard Terminology <sup>a</sup> Table 1, Object type	25	Yes	Yes
	Plan review inspection <sup>b</sup>		Character (Y or N)	1		
	PTO Expiration Date / Anniversary Expiration Date <sup>2</sup>	PTO Expiration Date	MM/DD/YYYY	10	Yes	Yes
	PTO Posted?	PTO Posted	Character (Y or N)	1		
	Object Inspection Date	Object Inspection Date	MM/DD/YYYY	10	Yes	Yes
	Central Letter Action	Central Letter Action	Standard Terminology <sup>a</sup> Table 2 Central Letter Action	20		
<b>Policy Holder Owner data</b>	CUST ID	Owner Cust ID	Numerical	9		Internal Use Only
	Address ID	Owner Address ID	Numerical	9		Internal Use Only
	Revise Existing <sup>3</sup>	Owner Revise Existing	Character (Y or N)	1		Internal Use Only
	Name	Owner Name	Character	60	Yes	
	Address1	Owner Address1	Character	40	Yes	
	Address2	Owner Address2	Character	40		
	City	Owner City	Character	30	Yes	

<sup>a</sup> Commerce conversion code only

<sup>b</sup> A PTO is issued only to ammonia storage and hydrogen systems on a successful completed inspection.

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Ammonia Storage Systems and Gas Systems

Inspection Report - Ammonia Storage Systems and Gas Systems						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
	State	Owner State	Character	2	Yes	
	Zip	Owner Zip	Numerical	5	Yes	
	Zip + 4	Owner Zip4	Numerical	4		
	Owner Phone	Owner Phone	Character	14		
	Owner Email Address	Owner Email	Character	60		
	Contact ID	Owner Contact ID	Numerical	9		Internal Use Only
	Contact Name	Owner Contact Name	Character	60		Internal Use Only
<b>Site Data</b>	Site ID	Site ID	Numerical	9		Internal Use Only
	Name	Site Name	Character	60		Internal Use Only
	Address	Site Address	Character	40		Internal Use Only
<b>Location Data</b>	Facility ID	Facility ID	Numerical	9		Internal Use Only
	Revise Existing <sup>4</sup>	Location Revise Existing	Character (Y or N)	1		Internal Use Only
	Name	Location Name	Character	60	Yes	
	Address	Location Address1	Character	40	Yes	
	Address2	Location Address2	Character	40		
	City	Location City	Character	30	Yes	
	County	Location County	Character	25	Yes	
	State	Location State	Character	2	Yes	
	Zip	Location Zip	Numerical	5		
	Zip + 4	Location Zip4	Numerical	4		
	Access Contact Name	Access Contact Name	Character	60		
	Access Contact Phone Number	Access Contact Phone	Character	14		
	Specific Location in Plant	Location on Property	Character	30		
	Nature of Business	Nature of Business	Character	30		
<b>Agency Company</b>	Agency Company Identifier	Service Agent Identifier	Character	10	Yes - assigned to agency by	Yes - assigned to agency by Commerce

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Ammonia Storage Systems and Gas Systems

Inspection Report - Ammonia Storage Systems and Gas Systems						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
<b>data</b>					Commerce	
	Inspector Name	Inspector Name	Character	30	Yes	
	Inspector State Commission Number	Inspector ID	Character	10	Yes - must hold a valid credential	Yes - must hold a valid credential
<b>Agency. Proprietary data</b>	Policy Number	Policy Number	Character	10		
	Location Number	Location Number	Character	5		
	Inspector Company ID	Inspector Company ID	Character	6		
	Local System ID <sup>5</sup>	Local System ID	Numerical	9		Internal Use Only
	Resubmit Count <sup>6</sup>	Resubmit Count	Numerical	5		Internal Use Only
	Summary Code <sup>7</sup>	Summary Code	Numerical	5		Internal Use Only
	Summary Code Hours <sup>8</sup>	Summary Code Quantity	Numerical	3		Internal Use Only
<b>Object Data</b>	Status	Status	Standard Terminology Table 8, Status	8	Yes	Yes
	Surface area	Container Surface Area	Numerical (sq ft)	8	Yes	
	Manufacturer	Manufacturer	Character	20	Yes	
	National Board or Other number	National Board Number	Character	12		
	NB/Other number indicator	National Board Indicator	Character (N or O)	1		
	Year built	Year Built	YYYY	4		
	Container use <sup>c</sup>	Container Use	Standard Terminology Table 21 Container Use	8	Yes	
	Container capacity	Container Capacity	Numerical (gal)	6		
	Max working pressure allowed	Max Pressure Allowed	Numerical	6	Yes	

<sup>c</sup> This applies only to Hydrogen Systems in the Gas Systems family

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Ammonia Storage Systems and Gas Systems

Inspection Report - Ammonia Storage Systems and Gas Systems						
Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
	Safety valve set point	Safety Valve Setpoint	Numerical	6	Yes	
	Safety valve capacity	Safety Valve Capacity	Numerical	8	Yes	
	Can a PTO be issued?	Can a PTO be Issued	Character (Y or N)	1	Yes	
	Object re-inspection date (Compliance Date)	Object Reinspection Date	MM/DD/YYYY	10	Defaults to inspection + 30 days if Can a Pto be issued is no	Defaults to inspection + 180 days if status of no access
	Early PTO Renewal	Early PTO Renewal	Character (Y or N)	1		
	Conditions <sup>d</sup>	Conditions	Character	4000		
	Requirements	Requirements	Character	4000		
	Pressure tested?	Pressure Tested	Character (Y or N)	1		
	PSI	PSI	Numerical	6		
	Pressure test date	Pressure Test Date	MM/DD/YYYY	10		
	Total Inventory Nurse Tanks	Total Inventory Nurse Tanks	Numerical	3	Yes- Ammonia Storage Systems only	
	Total Nurse Tanks Inspected	Total Nurse Tanks Inspected	Numerical	3	Yes- Ammonia Storage Systems only	
	Orders	Orders	Order Inspection Report, Orders Subset			

#### Ammonia Storage and Gas Systems Section Notes

<sup>1</sup> XML schema element and attribute names are listed in a neat, proper case, style for effect. The XML schema requires a well formed submittal requiring 1) white space between words in the name is replaced with an underscore character (\_), and 2) the names are in lower case characters only.

<sup>d</sup> Begin with an exclamation point (!) if needing to alert Commerce staff to special processing need.

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #1 - Ammonia Storage Systems and Gas Systems

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<sup>2</sup> This is the current period anticipated expiration date from which the new period expiration date will be formed providing that the *early PTO renewal date* is set to Y(es). In the case of an object without a current PTO, this is the anticipated original PTO starting date. The date range is limited per the Inspection Update section above. However, if the date is outside of those parameters, it is ignored.

<sup>3</sup> Specify Y (yes) if also specifying CUST ID, Address ID, and Contact ID (if applicable) and the name and address modification applies to that specific set of records. Specify N or leave blank if modification is for another or new record.

<sup>4</sup> Specify Y (yes) if also specifying Site ID and/or Facility ID and name and address modification applies to that specific set of records. Specify N or leave blank if modification is for another or new record.

<sup>5</sup> This is the local systems inspection record identifier. It is used in reporting processing acknowledgements back to that system.

<sup>6</sup> Resubmit count applies only to submitters using the Commerce Safety and Buildings System Workload Inspection Management System. It manages the re-reporting of inspections that were previously rejected.

<sup>7</sup> This is a required entry only for State of Wisconsin district inspectors. This is the fee code for the inspection.

<sup>8</sup> Applicable to *summary codes* that specify an hourly rate. Specify hours; default 1.

### Inspection Report, Orders Subset

The orders subset applies to each of the inspection reports of this attachment, above. However, it applies to XML format submissions only. The *Orders* element bounds the multiple occurring *Order* element. Each *Order* is composed of the following elements.

Note that *Orders* is a draft specification in this release of the Guidelines. Do not include in submittal.

Category	Field name	XML Schema Name <sup>1</sup>	Data type	Length	Mandatory Status: Active	Mandatory Status: Other
Order	Standard Paragraph ID <sup>2</sup>	Para ID	Numeric	9		
	Code Requirement <sup>3</sup>	Code Requirement	Character	4000	Yes	Yes

---

<sup>1</sup> XML schema element and attribute names are listed in a neat, proper case, style for effect. The XML schema requires a well formed submittal requiring 1) white space between words in the name is replaced with an underscore character (\_), and 2) the names are in lower case characters only.

<sup>2</sup> The paragraph ID is a Commerce defined ID specified only if referencing the Commerce standard paragraphs. The standard paragraphs will be available from the Commerce Safety and Buildings WEB site data download page [http://apps.commerce.state.wi.us/SB\\_ServiceAgent/SB\\_RegObjMain.jsp](http://apps.commerce.state.wi.us/SB_ServiceAgent/SB_RegObjMain.jsp).

<sup>3</sup> Code requirement is to first specify the code reference, that is the code volume, chapter, reference code edition year, section, and paragraph, e.g., Comm 18.1702(5), or ASME A17.1-2000 2.12.6.2. It is then followed with the code requirement, conditions found, and corrective action as needed for informing the customer.



## Attachment #2, Standard Terminology Tables

Data may be submitted using either standard terminology or Commerce conversion. When submitted in an XML document, an underscore (\_) character replaces each blank space. Additionally, where used as an XML element attribute, all characters must be in lower case only, except where explicitly noted..

### Standard Terminology Tables

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Attachment #2 - Standard Terminology

**Table 1, Object type**

Field name Object Type	Length	Standard Terminology <sup>1</sup>	Commerce Conversion
<b>Boilers and Pressure Vessels</b>			
	25	Boilers, 3 Year PTO Cycle	37
		Boilers, 1 Year PTO Cycle (Power)	38
		Unfired Pressure Vessel	40
<b>Mechanical Refrigeration</b>			
		Mech. Refrigeration System, Group A1/B1	33
		Mech. Refrigeration System, Group A2/B2/A3/B3	34
<b>Elevator Family of Objects</b>			
		Elevator	17
		Lift	20
		Moving Stair	21
		Moving Walk	21
		Stair Chair	22
		Dumbwaiter	54
		Material Lift	54
<b>Ammonia Storage Systems</b>			
		Storage Facility	6
<b>Gas Systems (Fuel S&amp;B Object Family)</b>			
		Hydrogen	16
		Compressed_Natural_Gas	42
		Liquefied_Natural_Gas	44
		Liquefied_Petroleum_Gas	45

**Table 2 Central Letter Action**

Field name Central Letter Action	Length	Standard Terminology <sup>2</sup>	Commerce Conversion
	20	Inspection Report	IRPT
		Order Letter 1	ORDR
		Order Letter 2	ORD2
		Order Letter 3	ORD3

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Attachment #2 - Standard Terminology

**Table 3 Boiler Type**

Field name Boiler Type	Length	Standard Terminology	Commerce Conversion
<b>Boilers and Pressure Vessels</b>			
	25	Fire Tube Boiler	FT
		Water Tube Boiler	WT
		Cast Iron Boiler	CI
		Cast Aluminum Boiler	CA
		Electric Boiler	EB
		Heat Transfer system	OT
		Chemical Recovery Boiler	OT
		Unfired Pressure Vessel	UP
		Air Conditioning system	OT
		Refrigeration system	OT
		Other	OT

**Table 4, Method of Firing**

Field name Method of Firing	Length	Standard Terminology	Commerce Conversion
<b>Boilers and Pressure Vessels</b>			
	15	Burner	A
		Manual	H
		Stoker	S
		Waste Heat	OT
		Electricity	OT

**Table 5, Primary Fuel**

Field name Primary Fuel	Length	Standard Terminology	Commerce Conversion
<b>Boilers and Pressure Vessels</b>			
	25	Coal	CL
		Wood	WD
		Oil	OL
		Natural Gas	NG
		Pulverized Coal	CL
		Saw Dust	SD
		Black Liquor	BL
		Refinery Gas	OT
		Bagasse	OT

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #2 - Standard Terminology

Field name Primary Fuel	Length	Standard Terminology	Commerce Conversion
		Electricity	EL
		Combination: Oil & Gas	OG
		Combination: Oil & Coal	OC
		Combination: Coal & Gas	CG
		Waste Heat	OT
		Other	OT
		LP Gas	LP

**Table 6, Object Use**

Field name Object Use	Length	Standard Terminology	Commerce Conversion
<b>Boilers and Pressure Vessels</b>			
	<b>30</b>	Power	PW
		Process Steam	PO
		Steam Heat	SH
		Hot Water Heat	HW
		Hot Water Supply	OT
		Hi Temp Hot Water	HHW
		Heat Transfer Fluid	OT
		Air Conditioning	OT
		Refrigeration	OT
		Heat Exchanger	HE
		Hot Water Storage	OT
		Water Storage	OT
		Compressed Air Storage	ST
		Compressed Air Dryer	AD
		Reactor	RE
		Cooker/Kettle	CK
		Steamer	PO
		UPV – Process	PO
		Deaerator	DA
		Autoclave	AC
		Dryer roll	DR
		LP Gas storage tank	OT
		Other	OT
		Hydrogen	HY
		Nitrogen	NI

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #2 - Standard Terminology

Field name Object Use	Length	Standard Terminology	Commerce Conversion
		CO2	CO2
<b>Elevators</b>			
	30	Passenger	7
		Freight	18
		Freight Class A	8
		Freight Class B	9
		Freight Class C1	10
		Freight Class C2	11
		Freight Class C3	12
		Inclined Elevator	19
		Special Purpose Personnel	13
		Limited Use	14
		Part V	15
		Stage	16
		Power Sidewalk	17
<b>Dumbwaiter/Material Lifts</b>			
		Dumbwaiter	3
		Material Handling w/Automa	4
<b>Lifts (Vertical/Inclined)</b>			
		Vertical Platform	1
		Inclined Platform	2
<b>Moving Stairs – Walks</b>			
		Escalator	5
		Moving Walk	6

**Table 7, Fire Service**

Field name Fire Service	Length	Standard Terminology	Commerce Conversion
	25	Phases I & II	B
		Phase I only	P
		None	N

**Table 8, Status**

Field name Status	Length	Standard Terminology	Commerce Conversion
	8	Active	ACTIVE
		Inactive	INACTIVE
		Nonexist	NONEXIST

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #2 - Standard Terminology

Field name Status	Length	Standard Terminology	Commerce Conversion
		NoAccess <sup>a</sup>	NC (note: does not update the object status)
		Exempt	EXEMPT <sup>b</sup>

Table 9, UPV Size Type

Field name UPV Size Type	Length	Standard Terminology	Commerce Conversion
<b>Pressure Vessels</b>			
	20	Gallons	G
		Diameter x Length	D
		Unknown	U

Table 10, Boiler Capacity Type

Field name Boiler Capacity Type	Length	Standard Terminology	Commerce Conversion
<b>Boilers</b>			
	15	Lbs per Hour	L
		Heating Surface	H
		Unknown	U

Table 11, Manufacturer

Field name Manufacturer <sup>3</sup>	Length	Standard Terminology	Commerce Conversion
<b>Elevators</b>			
	40	Access Industries	1
		Alimak	7
		Alltech	24
		Armour	30
		Braun	34
		Capitol	43
		Champion	36
		Concord	2
		Dover	26
		Heller	40

<sup>a</sup> This value is the inspection status only if there is no access to the object and a PTO hold applies. It is superseded by inactive or non existent if such value is applicable.

<sup>b</sup> This value is valid for boilers, pressure vessels, and mechanical refrigeration compliant inspections where PTO issuance is indicated and the object qualifies as exempt from future inspection.

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #2 - Standard Terminology

Field name Manufacturer <sup>3</sup>	Length	Standard Terminology	Commerce Conversion
		International	16
		Kieckhefer	28
		Lagerquist	32
		Lift-avator	17
		Minnesota (M.E.I.)	18
		Montgomery Kone	12
		National-Wheel-o-Vator	4
		Northern	35
		Other	23
		Otis	13
		R & O	19
		Rosenberg	37
		Rotary	46
		Schindler	14
		Schumacher	20
		Smith & Loveless	21
		Thyssen Krupp	15
		Thyssen Northern	27
		US Elevator	38
		Usemco	22
		Vertechs	44
		Waupaca	11
<b>Dumbwaiter/Material Lifts</b>			
		Alimak	7
		Atlas	8
		Berman	31
		Lagerquist	32
		Matot	10
		Otis	41
		Sedgewick	33
		Waupaca	11
<b>Lifts (Vertical/Inclined)</b>			
		Access Industries	1
		Cheney	25
		Concord	2
		Garaventa	29

Subject: Service Agent Inspection, Electronic Data Interchange, Transfer Guidelines  
Attachment #2 - Standard Terminology

Field name Manufacturer <sup>3</sup>	Length	Standard Terminology	Commerce Conversion
		Giant Lift Eq.	45
		Inclinator	3
		Lift-avator	17
		National-Wheel-o-Vator	4
		Other	23
		Porchlift	42
		Savaria	5
		Thyssen Krupp	15
<b>Stair Chairs</b>			
		Access Industries	1
		Bruno Independent Living Aids	6
		Cheney	25
		Inclinator	3
		National-Wheel-o-Vator	4
<b>Moving Stairs – Walks</b>			
		Montgomery Kone	12
		Otis	13
		Schindler	14
		Thyssen Krupp	15

Table 12, Type of Drive

Field name Type of Drive	Length	Standard Terminology	Commerce Conversion
<b>Elevators</b>			
		Chain (electric)	5
		Chained Hydraulic	1
		Direct Hydraulic	2
		Hand	6
		Rack & Pinion	7
		Roped Hydraulic	3
		Screw	4
		Traction	8
		Winding Drum	9
<b>Dumbwaiter/Material Lifts</b>			
		Chain (electric)	5
		Chained Hydraulic	1
		Direct Hydraulic	2



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Attachment #2 - Standard Terminology

Field name Type of Drive	Length	Standard Terminology	Commerce Conversion
		Hand	6
		Rack & Pinion	7
		Roped Hydraulic	3
		Screw	4
		Traction	8
		Winding Drum	9
<b>Lifts (Vertical/Inclined)</b>			
		Chained Hydraulic	1
		Direct Hydraulic	2
		Rack & Pinion	7
		Roped Hydraulic	3
		Screw	4
		Traction	8
<b>Stair Chairs</b>			
		Cable and Ball	10
		Chain	11
		Rack & Pinion	7
		Screw	4
		Winding Drum	9
<b>Moving Stairs – Walks</b>			
		Chain (electric)	5

**Table 13, Size of Ropes / Size of Chains**

Field name Size of Ropes / Size of Chains <sup>4</sup>	Length	Standard Terminology	Commerce Conversion
<b>Elevators</b>			
		3/16"	
		1/4"	
		5/16"	
		3/8"	
		7/16"	
		1/2"	
		9/16"	
		5/8"	
		11/16"	
		3/4"	

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Field name Size of Ropes / Size of Chains <sup>4</sup>	Length	Standard Terminology	Commerce Conversion
		13/16"	
		7/8"	
		15/16"	
		1"	
		8 mm	
		9 mm	
		10 mm	
		11 mm	
		12 mm	
		13 mm	
		14 mm	
		15 mm	
		16 mm	
		18 mm	
		20 mm	
		22 mm	
		24 mm	
		26 mm	
		30 mm	
		40 mm	
		50 mm	
		60 mm	
		70 mm	
		25 LK	
		35 LK	
		40 LK	
		50 LK	
		60 LK	
		70 LK	
		80 LK	
		100 LK	
		120 LK	
		140 LK	
		160 LK	
		180 LK	

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Field name Size of Ropes / Size of Chains <sup>4</sup>	Length	Standard Terminology	Commerce Conversion
		200 LK	
		240 LK	
		320 LK	
		400 LK	
<b>Dumbwaiter/Material Lifts</b>			
		3/32"	
		1/8"	
		5/32"	
		3/16"	
		7/32"	
		1/4"	
		9/32"	
		5/16"	
		11/32"	
		3/8"	
		7/16"	
		1/2"	
		9/16"	
		5/8"	
		11/16"	
		3/4"	
		13/16"	
		7/8"	
		15/16"	
		1"	
		8 mm	
		9 mm	
		10 mm	
		11 mm	
		12 mm	
		13 mm	
		14 mm	
		15 mm	
		16 mm	
		18 mm	

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Field name Size of Ropes / Size of Chains <sup>4</sup>	Length	Standard Terminology	Commerce Conversion
		20 mm	
		22 mm	
		24 mm	
		26 mm	
<b>Lifts (Vertical/Inclined)</b>			
		5/16"	
		3/8"	
		7/16"	
		1/2"	
		9/16"	
		8 mm	
		9 mm	
		10 mm	
		11 mm	
		12 mm	
		13 mm	
		14 mm	
		40 LK	
		60 LK	
<b>Stair Chairs</b>			
		5/16"	
		3/8"	
		7/16"	
		1/2"	
		9/16"	
		8 mm	
		9 mm	
		10 mm	
		11 mm	
		12 mm	
		13 mm	
		14 mm	

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**Table 14, Suspension Means**

Field name Suspension Means	Length	Standard Terminology	Commerce Conversion
	30	Wire Rope	W
		Coated Steel Belt	S
		Kevlar Fiber Rope	K
		Chain	C
		Other	O

**Table 15, Valve Sealed**

Field name Valve Sealed	Length	Standard Terminology	Commerce Conversion
	3	Yes	Y
		No <sup>c</sup>	N
		N/A <sup>d</sup>	E

**Table 16, Hydraulic / Escalator Test Status**

Field name Hydraulic Test Status / Escalator Test Status	Length	Standard Terminology	Commerce Conversion
	4	Pass	Y
		Fail <sup>e</sup>	N

**Table 17, Plan Review Submittal Type**

Field name Plan Review Submittal Type	Length	Standard Terminology	Commerce Conversion
	20	New	N
		Alteration/Remod	A
		Emergency Repair	E

**Table 18, Complete PTO Inspection**

Field name Complete PTO Inspection	Length	Standard Terminology	Commerce Conversion
	30	Yes	Y

<sup>c</sup> When specifying *no* an PTO may not be issued. Specify *N* to the *can a PTO be issued* attribute.

<sup>d</sup> An *n/a* value for a hydraulic drive type object is valid only where the current valve contract date is prior to Nov 1, 1964.

<sup>e</sup> When specifying *fail* value an PTO may not be issued. Specify *N* to the *can a PTO be issued* attribute.

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Field name Complete PTO Inspection	Length	Standard Terminology	Commerce Conversion
		Plan Review Only Approved	A
		Plan Review Only Not Approved	N

**Table 19, Refrigerant Type**

<p align="center"><b>Field name: Refrigerant Type</b></p> <p align="center"><b>Standard terminology with no Commerce conversion</b></p> <p align="center"><b>Stored with or without leading prefix R-</b></p>
<p>10, 11, 110, 111, 1112a, 1113, 1114, 112, 1120, 112a, 113, 1130, 1132a, 113a, 114, 1140, 1141, 114B2, 114a, 115, 1150, 116, 12, 120, 123, 123a, 124, 124a, 125, 1270, 12B1, 12B2, 13, 133a, 134a, 13B1, 14, 140a, 141b, 142b, 143a, 150a, 152a, 160, 170, 20, 21, 216ca, 218, 22, 22B1, 23, 245cb, 290, 30, 31, 32, 40, 400, 401A, 401B, 401C, 402A, 402B, 403A, 403B, 404A, 405A, 406A, 407A, 407B, 407C, 407D, 408A, 409A, 409B, 41, 410A, 410B, 411A, 411B, 412A, 50, 500, 501, 502, 503, 504, 505, 506, 507A, 508A, 508B, 509A, 600, 600a, 610, 611, 620, 630, 631, 702, 704, 717, 718, 720, 728, 732, 740, 744, 744A, 764, C316, C317, C318</p>

**Table 20, Safety Group**

Field name Safety Group	Length	Standard Terminology	Commerce Conversion
	2	A1	A1
		B1	B1
		A2	A2
		B2	B2
		A3	A3
		B3	B3

**Table 21 Container Use**

Field name Container Use	Length	Standard Terminology	Commerce Conversion
	8	Gaseous	GAS
		Liquid	LIQ

<sup>1</sup> Except for the Elevator family of objects, submit Commerce conversion value only.

<sup>2</sup> Submit Commerce conversion value only

<sup>3</sup> The manufacturer name as standard terminology is optional. The value, if not standard terminology, is stored to the database record as is.

<sup>4</sup> Size of chains standard terminology applies to the elevator object type only. Other object types of the elevator family are freeform entry.

### Attachment#3, Level II Reporting Suffix

Category	Field name	Data type	Length
Identification	Exception Code Table 22, Exception Codes	Character	1
	Regulated Object ID <sup>a</sup>	Numerical	9
	Jurisdiction Number <sup>b</sup>	Character	12
	Commerce Object Type Table 23, Commerce Object Type	Standard Terminology	25
	Status *	Standard Terminology	8
Owner data	Name	Character	40
	Address1	Character	40
	Address2	Character	40
	City	Character	30
	State	Character	2
	Zip	Numerical	5
	Zip + 4	Numerical	4
Location / User data	Name	Character	60
	Address	Character	40
	Address2	Character	40
	City	Character	30
	County	Character	25
	State	Character	2
	Zip	Numerical	5
	Zip + 4	Numerical	4
	Comment <sup>1</sup>	Character	255

Table 22, Exception Codes

Field Name Exception codes	Code	Reason	Processing Results	Required Action
<b>Boilers, Pressure Vessels, Mechanical Refrigeration, Ammonia Storage, and Gas Systems</b>				
	A	Invalid Jurisdiction ID. The ID does not exist on the Commerce database.	Not processed	Correct jurisdiction ID and resubmit.

<sup>a</sup> This is the Dept of Commerce database key for a specific object. Note that the jurisdiction number is an alternate key in the Commerce database, but due to data problems, is not guaranteed as unique.

<sup>b</sup> Only stated for an exception code that indicates the jurisdiction number on the submission is corrected to this number.

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Field Name Exception codes	Code	Reason	Processing Results	Required Action
	B	Invalid match. The Jurisdiction ID matches one or more records, but the object type and site city does not match any of them. If a single record match on Jurisdiction ID, the record is included in level II reporting suffix attributes.  This error code is also used in reports where status is other than active where mandatory object data does not match our data base.	Not processed	Correct jurisdiction ID and resubmit.  In the case of reports where status is other than active, verify that the correct jurisdiction ID is reported and resubmit.
	C	Mandatory information missing	Not processed	Correct and resubmit.
	D	Inconsistent status code reported. An object identified as active is status nonexistent on the Commerce database or you indicated to issue a PTO for an object identified as non-active.	Not processed	Verify and resubmit. If the submitted value was correct, we will correct our database to agree. We will not issue a PTO if you identify the status of non-active, even if you indicate to do so.
	E	Inconsistent owner name or address	Not processed	Verify and resubmit. If the submitted value was correct, we will correct our database to agree.
	F	Inconsistent location name or address	Not processed	Verify and resubmit. If the submitted value was correct, we will correct our database to agree.
	G	Issue a certificate (permit to operate) indicated, but the certificate expiration date is more than 90 days future of the inspection date and no early notification is indicated.	Inspection processed but requested PTO was not issued	If a PTO is to be issued indicate as early PTO to be issued and resubmit.
	H	Previous error not reported on this submission	No action taken. This is a reminder for an exception on previous run.	This is a reminder for outstanding records where a resubmission is required.
	J	Duplicate inspection – duplication on jurisdiction ID, submitter, inspection date	Not processed	If this is a duplicate no action is required. If it reports the wrong inspection date, resubmit with corrected date.
	K	Inconsistent access contact	The inspection was processed to completion if this is the only error.	This is an internal error only, not reported on the log back to the submitter.
	L	Inspector does not hold a valid credential	Not processed	The inspection is invalid as reported. If an incorrect credential reported, resubmit with corrected credential. Contact the department for credential verification, as needed. Resubmit as appropriate.
	P	Incorrect Commerce object type: 1) Boiler safety valve set point is inconsistent with the object type 2) Refrigeration safety group is	No correction is required by the submitter	Commerce will change the boiler to the correct type as part of its processing.



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Field Name Exception codes	Code	Reason	Processing Results	Required Action
		inconsistent with the object type		
	Q	Mechanical Refrigeration attribute inconsistency – refrigerant and safety group inconsistency	Not processed	Refrigerant types are assigned to specific safety groups.
	S	Internal Inspection date not reported as required		Correct and resubmit. Note that the date is not required if the boiler does not support internal inspection, but must be so noted in the conditions.
	X	PTO may have not been issued due to a resubmittal of an inspection	No correction is required by the submitter	Commerce will review and issue a PTO if indicated.
<b>Elevator Family of Objects</b>				
	A	Invalid regulated object ID. The ID does not exist on the Commerce database.	Not processed	Correct ID and resubmit.
	B	Invalid match. The regulated object ID matches a record, but the object type and site city does not match.	Not processed	Correct regulated object ID and resubmit.
	C	Mandatory information missing	Not processed	Correct and resubmit.
	D	Inconsistent status code reported. An object identified as active is status nonexistent on the Commerce database or you indicated to issue a PTO for an object identified as non-active.	Not processed	Verify and resubmit. If the submitted value was correct, we will correct our database to agree. We will not issue a PTO if you identify the status of non-active, even if you indicate to do so.
	E	Inconsistent owner name or address	Not processed	Verify and resubmit. If the submitted value was correct, we will correct our database to agree.
	F	Inconsistent location name or address	Not processed	Verify and resubmit. If the submitted value was correct, we will correct our database to agree.
	G	Issue a certificate (permit to operate) indicated, but the certificate expiration date is more than 90 days future of the inspection date and no early notification is indicated.	Inspection processed but requested PTO was not issued	If a PTO is to be issued indicate as early PTO to be issued and resubmit.
	J	Duplicate inspection – duplication on regulated object ID, submitter, inspection date	Not processed	If this is a duplicate no action is required. If it reports the wrong inspection date, or otherwise, correct and resubmit.
	L	Inspector does not hold a valid credential	Not processed	The inspection is invalid as reported. If an incorrect credential reported, resubmit with corrected credential. Contact the department for credential verification, as needed. Resubmit as appropriate.
	P	Incorrect Commerce object type: The regulated object ID record referred to is not of the same object	The object type is marked as a mandatory missing	Correct the regulated object ID referred to

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Field Name Exception codes	Code	Reason	Processing Results	Required Action
		type, or does not exist.	value	
	U	An open Plan Review Investigation is required for the processing of this inspection.	No correction is required by the submitter	Commerce will manually create an open Plan Review Investigation.
	V	A Permit to Operate record must be created to complete the processing of this inspection.	No correction is required by the submitter	Commerce will manually generate a Permit to Operate as part of its processing.
	X	PTO may have not been issued due to a resubmittal of an inspection	No correction is required by the submitter	Commerce will review and issue a PTO if indicated.

**Table 23, Commerce Object Type**

Field name Commerce Object Type	Length	Standard Terminology	Commerce Conversion
	25	Boilers, 1 Year PTO Cycle	38
		Boilers, 3 Year PTO Cycle	37
		Unfired Pressure Vessel	40
		Refrig, 3 Year PTO Cycle	33
		Refrig, 1 Year PTO Cycle	34
		Elevator	17
		Lift	20
		Moving Stair	21
		Moving Walk	21
		Stair Chair	22
		Dumbwaiter/Material Lift	54

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<sup>1</sup> Comment reported by level I error reviewer. This optional field is used to relay additional information on why the record was rejected..

## Attachment #4, XML Submission Using XML Schema Validation

XML submission is to be verified by the submitter prior to submission per the following XML Schema (xsd) specifications. The specifications, as of this update, may be obtained from our Internet site. Please refer to our schema specification directly on our Internet site as specified below in your submissions. This XML Schema will be updated assigning a new date to its name should Commerce Code specification change submission requirements or specific needs working with you the submitting agent necessitate.

XML file submission is to include header referencing to the Commerce XML Schema specification as follows:

- Elevator inspection

```
<inspections xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"  
xsi:noNamespaceSchemaLocation="http://apps.commerce.state.wi.us/dtd/inspections\_elevator\_2005-11-15.xsd">
```

- Code violation reporting inclusion (Draft)

```
<inspections xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"  
xsi:noNamespaceSchemaLocation="http://apps.commerce.state.wi.us/dtd/inspections\_elevator\_2006-04-10.xsd">
```

- Boilers, Pressure Vessels, Mechanical Refrigeration, Ammonia Storage, and Gas Systems inspection

```
<inspections xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"  
xsi:noNamespaceSchemaLocation="http://apps.commerce.state.wi.us/dtd/inspections\_2006-01-24.xsd">
```

- Code violation reporting inclusion (Draft)

```
<inspections xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"  
xsi:noNamespaceSchemaLocation="http://apps.commerce.state.wi.us/dtd/inspections\_2006-05-11.xsd">
```